SEP 01 2015

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DEPUTY CHIEF MANAGEMENT OFFICER
CHIEFS OF THE MILITARY SERVICES
CHIEF OF THE NATIONAL GUARD BUREAU
COMMANDER, U.S. SPECIAL OPERATIONS COMMAND
COMMANDER, U.S. TRANSPORTATION COMMAND
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
DIRECTOR, COST ASSESSMENT AND PROGRAM EVALUATION
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
DEPARTMENT OF DEFENSE CHIEF INFORMATION OFFICER
ASSISTANT SECRETARIES OF DEFENSE
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Point Of Contact Request for 4th Estate Service Requirements Review Boards (SRRBs)

As per the attached memorandum, the Deputy Secretary of Defense has tasked me, in coordination with the Under Secretary of Defense Acquisitions, Technology, & Logistics (USD(AT&L)), to lead the implementation of the Department of Defense 4th Estate SRRBs. The first set of reviews will begin during the first quarter of Fiscal Year 2016 and I request that all Principal Staff Assistants (PSAs), Defense Agencies, Field Activities, Transportation Command, and Special Operations Command provide points of contact (POCs) in order to begin coordination. It is critical to synchronize our efforts early to ensure the success of the SRRBs. POCs will be required to assemble and submit contract, budget, and organizational data for review by the SRRB. Additional policy guidance, instructions, and details will be provided in upcoming SRRB Guidance for the 4th Estate.

PSAs, Defense Agencies, Field Activities, Transportation Command, and Special Operations Command should provide a single POC to interface with the Office of the DCMO (ODCMO) and USD(AT&L) no later than one week from the date of this memorandum via email to Mr. Brad Weaver (ODCMO) at bradley.w.weaver.civ@mail.mil and Ms. Karen Cook (USD(AT&L)) at karen.l.cook12.civ@mail.mil.

Peter Levine

Attachments:
As stated